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Government of Himachal Pradesh
"Finance Department"
Treasuries, Accounts and Lotteries

No. Fin (TR) C(19)-2/2020 (11666)

Dated Shimla- 171009, 28th November, 2020

Notification

Subject: Implementation of e-kuber system of RBI for Electronic disbursement of Government payment .

In accordance with series of initiatives taken by the state Government to ease the government business and improve transparency and efficiency. It has been decided to implement electronic payment system of RBI by integrating eKuber with IFMIS of state Government.

2. The implementation of e-payment is aimed to overcome the shortcoming of existing system such as delay in transmission of fund to actual payee, delay in receiving of physical scrolls and vouchers from banks for timely accounting, parking of funds in bank or with DDOs and difficulty caused thereby in monitoring the cash balances including that of with RBI for daily W&M management.
3. 'E-kuber' is core banking solution of RBI and RBI will act as agency bank for entire treasury. Integration will be done in the phased manner. Capital Treasury Shimla is to be linked immediately on pilot basis and subsequently all other treasuries will be linked to e-kuber over a period of time.
4. Main feature of e-kuber includes:-(a) Provision of single treasury wise account. (b) Decentralized access to this account. (c) Government user can monitor their balances in a consolidated manner through e-kuber so as to help them in fund management. (d) UTR no in respect of each transaction.
5. In this system government payment/ disbursement will be made electronically directly in the bank account of payee i.e. employee, vendor, pensioner etc. After passing of bill by treasury an e-advice (pay order) digitally signed by HIMKOSH will be generated and placed on RBI SFT. The RBI will make the payment through NEFT/RTGS/ECS, as the case may be, as per the e-advice received from the concerned treasury.
6. The detailed procedure to be followed by DDO's and treasuries is at Annexure "A" and changes to be incorporated by NIC is at Annexure "B".
7. **Petty payments/Statutory dues:** - However, option for payment through cash/cheque/draft, petty expenditure not exceeding Rs 5000/- and statutory dues like tax and user charges will be available to DDO. Such payments will be drawn and parked into

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Treasuries account opened for this specific purpose. After receiving the payment confirmation treasuries will issue NEFT advice with specific instruction for mode of payment like (cash/draft/banker cheque).

8. In **challan mode** of payment the funds will be parked into treasury account in the first instance. After receiving account credit confirmation, Treasury will issue a NEFT advice along with the challan received with the bills to the attached agency bank for receipt.

9. The relevant rules & orders in HPTR 2017 are deemed to be amended to this extend for implementation of e-payment through e-kuber.

By Order

Prabodh Saxena
Additional Chief Secretary (Finance) to the
Government of Himachal Pradesh

Ednst No. Fin (TR) C(19)-2/2020 (11666) Dated Shimla- 171009²⁸ November, 2020 - Dispatch No-8339-45
Copy forwarded for information and necessary action: Dated: 28/11/2020

1. All Administrative Secretaries to the Government of Himachal Pradesh.
2. Head of Department to the Government of Himachal Pradesh.
3. Principal Accountant General (A&E), The Mall, Shimla-3
4. Principal Accountant General (Audit), The Mall, Shimla-3
5. General Manager In charge, Regional Office, RBI, Shimla 9
6. Deputy Director General cum SIO, NIC-HP to ensure all the arrangements in the system with proper validations.
7. All Deputy Director (Treasuries), Himachal Pradesh
8. All DTO/TO in Himachal Pradesh.
9. DGM/AGM SBI, PNB, UCO, CBI, HGB & HPCooP Bank, Shimla

Deepak Bhardwaj
(Deepak Bhardwaj)
Additional Director

Treasuries, Accounts & Lotteries
Shimla, Himachal Pradesh 28.11.20

**DIRECTORATE OF ELEMENTARY EDUCATION
HIMACHAL PRADESH, LALPANI, SHIMLA-171001**

Endorsement No: EDN-H (Ele)(1)B-6/99-2010-Vol-VI-113(Fin). January, 2020.

Copy for information and necessary action to: -

1. The Joint Controller (F&AS), Directorate of Elementary Education, HP Shimla-1.
2. All the Deputy Director of Elementary Education, Himachal Pradesh with the directions that these instructions may also be brought to the notice of all the BEEOs/DDOs working under their control.
3. The Asstt. Controller/Section Officer (F&AS), Directorate of Elementary Education, HP SML-1.
4. The Drawing and Disbursing Officer, Directorate of Elementary Education, HP SML-1.
- ✓ 5. The Nodal Officer-IT cell. (internal), with the remarks to upload the same on Deptt. website.
6. P.S. to Director of Elementary Education, HP Shimla-1.
7. The Superintendent- Cash Branch, Directorate of Elementary Education, HP Shimla-1.
8. P.A. to Joint Director (Admn.) Directorate of Elem.Edu. HP Shimla-1.
9. Guard file.

Joint Director,
Directorate of Elementary Education,
Himachal Pradesh, Shimla-171001,



Role of DDO

1. DDO will register new vendor in register payee module. All the details will be pre-validated before adding the payee on HPTR 5 through RBI e-kuber account validation utility.
2. After the successful validation, the payee will be added and bill can be completed and send to treasury.
3. From validation of bill to passing of bill for some reason if account is closed or changed, the RBI system will reject the payment. If the bill has multiple payee the whole bill be returned to the DDO.
4. The DDO will either remove the payee from bill or correct the payee details and resubmit the bill to the treasury.

Role of Treasury

1. Treasuries will follow all the existing procedure till pay order generation.
2. As there is real time settlement, treasury will generate pay order every hour to keep the number of payee small in pay order.
3. Treasuries will push the file on RBI SFTP for the payment and wait for the acknowledgment.
4. As RBI runs payment batch every 30 minutes, after 30 minutes status of whole file will be available to the Treasury.
5. In case of wrong details, treasury will unlock the pay order and remove the particular bills from the pay order and then lock and upload pay order again on the RBI.
6. Treasury wise account statement will be available on the next working day. The daily scroll will be downloaded and compilation of bills will be done on the basis of e-scroll.
7. In case of e-salary bills files will be pushed to SFTP on every 25th of the month.

Annexure 'B'

Changes required in application (e-bills/e-salary/HPOLTIS)

1. As per e-kuber V 2.7, government will go with complete file rejection or acceptance model.
2. Account validation facility of RBI will be integrated.
3. All the previous accounts may be validated in one go and new accounts will be validated at the time of addition by DDO.
4. The payee can only be available to DDO once it is pre-validated from RBI.

HPOLTIS

1. Facility to upload files on SFTP of RBI and download acknowledgment and consuming rejection files be made available.
2. On the basis of rejected records, treasury will remove the particular bill from the pay order and object the same and return to the DDO.
3. After removing the erroneous record the treasuries will upload the file again.
4. Treasuries can download the e-scroll and compile the account on the basis of e-scroll.

E-salary/Ebills

1. As government will integrate full rejection model, the e-salary files may be placed on 25th of the month. So the rejected record can be rectified on time. After the rectification of account details by the DDO the treasuries may upload the files again.
2. To facilitate the above, there is need of unlocking the warrant no at treasury level so account details can be changed.
3. Treasury bank account to be freezed for challan mode of payment in eBills.

Monitoring at DTA

Interface to view the treasury wise daily account statement of RBI and status of salary files may be also be made available to DTA.